

**COUNCIL POLICY FORM**

**POLICY SUBJECT:** Conference Policy/Boards and Commissions

**POLICY PURPOSE:**

Members of the City Boards and Commissions act in an advisory capacity to the City Council. Conferences are conducted periodically to assist members of boards and commissions in meeting their respective responsibilities more effectively. The City's interests are served by participation in the educational and training programs offered at the conferences.

**POLICY STATEMENT:**

1. With the exception of the Planning Commission, each member of City Boards and Commissions may attend one California State conference each fiscal year, provided that the conference subject matter pertains directly to the function of the Board and Commission and that funds for this purpose have been budgeted.
2. Planning Commissioners are subject to the policy as stated in 1 above except as follows:
  - a. Planning Commissioners are strongly encouraged to attend the League of California Cities Planning Commission Institute, which is offered in Spring of each year. Planning Commissioners who attend the Institute may also attend another subject-related conference in the fiscal year, provided that funds are budgeted.
  - b. Planning Commissioners who do not attend the first available Planning Commission Institute are ineligible to attend any subsequent conferences until an Institute is attended.
  - c. Planning Commissioners are encouraged to attend the Institute annually.

Report to Council No. 285-73 (Resolution) and 88-387

Approved by City Council on July 10, 1973

Amended by City Council on August 2, 1988